

**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

	<b>Action</b>
<b>Art-Fine Art (ARTF)</b>	
<p><b>109 Nineteenth and Twentieth Century Art</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>                      Advisory: ARTF 110&amp; ARTF 111, each with a grade of "C" or better, or equivalent.</p> <p>This course is designed not only for art students but also for those who are interested in history, humanities, teaching, travel and cultural enrichment. It is an introductory survey of the visual arts that are most relevant to an understanding of western civilization in the 19th and 20th centuries. It includes major monuments and representative art works from Europe, Russia and the Americas.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education; IGETC UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b>                      Add advisory. <i>Approved</i></p> <p>Remove limitation on enrollment. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline, Integrated course outline</p> <p><b>Proposed For College(s):</b> Mesa, Miramar, City</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2003</p>
<b>Art-Fine Art (ARTF)</b>	
<p><b>196 Clay and Glaze Technology</b>  <b>1.50 hours lecture, 4.50 hours lab, 3.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>                      Advisory: ARTF 195B or ARTF 197B with a grade of "C" or better, or equivalent.</p> <p>This is a survey of technical processes in ceramics that introduces students to basic and advanced techniques of glaze formulation, mixing, and testing. The course also acquaints students with the composition of clays, stains, and engobes and how these respond to different kilns and firing conditions. This course is designed to help ceramics majors and other interested students understand the physical and chemical nature of ceramic materials.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa</p> <p><b>Action(s) Proposed:</b>                      Add advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> Mesa, City</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2003</p>
<b>Art-Fine Art (ARTF)</b>	

\* Requires Board of Trustees approval prior to implementation.

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**APPROVED**

**Actions Taken**

<p><b>198B Introduction to Printmaking II</b>  <b>1.50 hours lecture, 4.50 hours lab, 3.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>                  Advisory: ARTF 198A with a grade of "C" or better, or equivalent.</p> <p>This course builds on basic skills learned in Fine Arts 198A. More complex processes such as photo intaglio, collagraph, and reduction color relief will be introduced. Students apply aesthetic criteria in analyzing their creative choices and examine contemporary printmaking in world cultures. This course is a recommended elective for students preparing to major in fine art with an emphasis on two-dimensional and graphic design.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b>                  Add advisory. <i>Approved</i></p> <p>Change course description.  <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2003</p>
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**Biology (BIOL)**

<p><b>*285 Tropical Biology Field Experience</b>  <b>3.00 hours lab, 1.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>                  Advisory: Completion of or concurrent enrollment in BIOL 100 or BIOL 105 or BIOL 107 with a grade of "C" or better, or equivalent.</p> <p>This field-oriented survey of plant and animal life in the tropics provides practical experience in scientific observation and emphasizes identification and ecology. This course is designed for students with little field experience in biology and an interest in tropical forest ecology.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> Required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b>                  New course. <i>Approved</i></p> <p>Advisory. <i>Approved</i></p> <p>Propose for District GE, Area B1, <i>Natural Sciences-Life Sciences. Approved</i></p> <p>Propose for CSU GE, Area B3, <i>Physical Universe and its Life Forms-Laboratory Activity. Approved</i></p> <p><b>Proposed For College(s):</b> Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Summer 2003</p>
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**Business (BUSE)**

<p><b>101 Business Mathematics</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b> None</p> <p>This course provides students with a comprehensive study of business mathematics and reviews basic mathematics such as decimals, fractions,</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b>                  Change course description.  <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p>
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## Curriculum Instructional Council, February 27, 2003

### APPROVED

### Actions Taken

<p>and percentages. It also covers the topics of bank services, payroll, mathematics of buying and selling, interest and loans, taxes, insurance, depreciation, and other business computations. This course is intended for students interested in pursuing careers in business.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> Not required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Summer 2003</p>
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#### Chemistry (CHEM)

<p><b>130L Introduction to Organic and Biological Chemistry Laboratory</b>  <b>3.00 hours lab, 1.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>  Prerequisite: and CHEM 100 &amp; CHEM 100L, each with a grade of "C" or better, or equivalent.  Corequisite: CHEM 130.</p> <p>This is a one-semester laboratory course that illustrates the principles presented in Chemistry 130. Students are introduced to common organic chemistry laboratory equipment, fundamental organic and biochemical reactions, tests and techniques. Techniques covered include chromatography, recrystallization, and distillation. Tests and reactions of common organic functional groups, carbohydrates, fats, and amino acids are covered. Synthesis of a medicinal compound such as aspirin or a nitrogen-based analgesic is also covered.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education; UC Transfer Course List :Chemistry (CHEM) 130, 130L and 231, 231L combined: maximum credit, one course (with lab).</p> <p><b>CAN DATA:</b> (CAN CHEM, SEQ B, City, Mesa) (CAN CHEM 8, City, Mesa)</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b></p> <p>Change prerequisite. <i>Approved</i></p> <p>Change course description. <i>Approved with modification</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2003</p>
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#### Child Development (CHIL)

<p><b>111 Curriculum: Music/Motor Skills</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  Advisory: ENGL 043 and ENGL 042, each with a grade of "C" or better, or equivalent, or W4/R4.</p> <p>This course is a study of the development and significance of music and perceptual motor activities in child development from infancy through kindergarten. Emphasis is placed on basic teaching techniques and selecting suitable materials and equipment for various age and maturity</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p>levels among preschool children. This course is designed for students who have an interest in working with children ages 0 - 5 in settings such as preschools, daycares etc.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education</p> <p><b>CAN DATA:</b> None</p>	<p><b>Proposed For College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2003</p>
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**Construction Systems (CONS)**

<p><b>*061B Construction Systems - Intermediate HVAC II</b>  <b>2.00 hours lecture, 3.00 hours lab, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  Prerequisite: CONS 061A with a grade of "C" or better, or equivalent.  Limitation on Enrollment: This course is not open to students with previous credit for HVAC 304.</p> <p>This course instructs the HVAC trainee in HVAC controls and metering devices and introduces the trainee to control circuit analysis. This course also covers compressors and heat pumps and instructs the student in leak detection, evacuation, recovery and charging service procedures used to troubleshoot, repair and/ or maintain proper operation of the mechanical refrigeration system.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> None</p> <p><b>Action(s) Proposed:</b>  New course. <i>Approved</i></p> <p>Prerequisite. <i>Approved</i></p> <p>Limitation on enrollment.  <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2003</p>
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**Construction Systems (CONS)**

<p><b>*062A Construction Systems - Advanced HVAC I</b>  <b>2.00 hours lecture, 3.00 hours lab, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  Prerequisite: CONS 061B with a grade of "C" or better, or equivalent.  Limitation on Enrollment: This course is not open to students with previous credit for HVAC 305.</p> <p>This course instructs the HVAC trainee in preventive maintenance, and provides an introduction to troubleshooting applying to all types of HVAC equipment. This course also covers troubleshooting electronic controls, gas heating, electric heating and oil heating.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p>	<p><b>Offered At:</b> None</p> <p><b>Action(s) Proposed:</b>  New course. <i>Approved</i></p> <p>Prerequisite. <i>Approved</i></p> <p>Limitation on enrollment.  <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2003</p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<b>CAN DATA:</b> None	
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**Construction Systems (CONS)**

<p><b>*062B Construction Systems - Advanced HVAC II</b>  <b>2.00 hours lecture, 3.00 hours lab, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>                  Prerequisite: CONS 062A with a grade of "C" or better, or equivalent.                  Limitation on Enrollment: This course is not open to students with previous credit for HVAC 306.</p> <p>This course instructs the HVAC trainee in troubleshooting cooling, accessories, heat pumps and commercial heating and cooling systems. This course also covers water and air balance, steam systems and customer relations.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> None</p> <p><b>Action(s) Proposed:</b>                  New course. <i>Approved</i></p> <p>Prerequisite. <i>Approved</i></p> <p>Limitation on enrollment.  <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2003</p>
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**Construction Systems (CONS)**

<p><b>*063A Construction Systems - HVAC Specialties I</b>  <b>2.00 hours lecture, 3.00 hours lab, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>                  Prerequisite: CONS 062B with a grade of "C" or better, or equivalent.                  Limitation on Enrollment: This course is not open to students with previous credit for HVAC 307.</p> <p>This course covers advanced blueprint reading and specifications as they relate to HVAC, indoor air quality and energy conservation equipment commonly used in HVAC systems. This course also covers energy management systems and the methods of water treatment and water treatment equipment used with HVAC systems.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> None</p> <p><b>Action(s) Proposed:</b>                  New course. <i>Approved</i></p> <p>Prerequisite. <i>Approved</i></p> <p>Limitation on enrollment.  <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2003</p>
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**Construction Systems (CONS)**

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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p><b>*063B Construction Systems - HVAC Specialties II</b>  <b>2.00 hours lecture, 3.00 hours lab, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  Prerequisite: CONS 063A with a grade of "C" or better, or equivalent.  Limitation on Enrollment: This course is not open to students with previous credit for HVAC 308.</p> <p>This course covers commercial heating and cooling systems, maintenance of these systems and system start-up and shut down. This course also covers commercial and industrial refrigeration systems, equipment, refrigerated warehouses, walk-in coolers display cases, etc.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> None</p> <p><b>Action(s) Proposed:</b>  New course. <i>Approved</i></p> <p>Prerequisite. <i>Approved</i></p> <p>Limitation on enrollment. <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2003</p>
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**Disabled Students Program And Services (DSPS)**

<p><b>*029 College Success Seminar</b>  <b>1.00 - 2.00 hours lecture, 1.00 - 2.00 units</b>  <b>Credit/No Credit Only</b></p> <p><b>REQUISITES:</b> None</p> <p>This course is designed for students with disabilities. It provides orientation to college campus, policies and procedures and an introduction to support services at the college and in the community. Included is the clarification of student goals and objectives resulting in the development of an individual education plan and the identification of courses, services and programs that will lead to college success.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> Not required</p> <p><b>TRANSFER APPLICABILITY:</b> Not Applicable to Associate Degree and not a basic skills course.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b>  Course deactivation (not at any College). <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2003</p>
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**Electronic Systems (ELDT)**

<p><b>224 Microprocessor Design</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  Advisory: Concurrent enrollment in ELDT 224L.  Advisory: Completion of or concurrent enrollment in ELDT 123 &amp; ELDT 123L, each with a grade of "C" or better, or equivalent.</p> <p>This course is an applied study of digital circuits in microcomputer systems. Throughout the course, students examine the overall</p>	<p><b>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b>  Integrate outline. <i>Approved</i></p> <p>Change transfer credit. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p>
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**APPROVED**

**Actions Taken**

<p>architecture of microcomputer systems, the interfacing of memory and input/output (I/O) devices, and machine language programming for the Z-80 microprocessor</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Spring 2003</p>
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**Electronic Systems (ELDT)**

<p><b>224L Microprocessor Design Laboratory</b>  <b>4.50 hours lab, 1.50 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: Concurrent enrollment in ELDT 224.          Advisory: Completion of or concurrent enrollment in ELDT 123 &amp; ELDT 123L, each with a grade of "C" or better, or equivalent.</p> <p>This laboratory course demonstrates the application of digital circuits in microprocessor systems. Course content includes assembly of printed circuit boards, troubleshooting of microprocessor-based designs and software/firmware design and troubleshooting.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b>          Integrate outline. <i>Approved</i></p> <p>Change transfer credit.  <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Spring 2003</p>
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**English (ENGL)**

<p><b>105 Composition and Literature</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>          Prerequisite: ENGL 051 and ENGL 056; or ENGL 064; or ENGL 092A or ENGL 092B, each with a grade of "C" or better, or equivalent, or W5/R5.</p> <p>This is a composition course using literature as a background for improving writing skills. Students discuss the general nature and elements of literature and literary criticism by reading and analyzing representative works of fiction, drama, and poetry. Based on this subject matter, students are required to write a variety of critical papers, including a research paper, comprising at least 6,000 graded words. This course is designed for transfer students and is suitable for those students interested in literature and in developing strong critical and analytical writing skills. Designated sections of this course may be taught from a specific cultural perspective.</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b>          Change prerequisite**</p> <p>Change course description. **</p> <p>Integrate outline. **</p> <p>Distance education for Miramar. **</p> <p><b>**Deferred to meeting of 3/13/2003.</b></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City,</p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education; IGETC UC Transfer Course List</p> <p><b>CAN DATA:</b> (CAN ENGL, SEQ A, City, Mesa, Miramar) (CAN ENGL 4, City, Mesa, Miramar)</p>	<p>Mesa, Miramar</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Dist. Ed Proposed For College(s):</b> Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**English (ENGL)**

<p><b>207 The Art of the Sentence</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>  Prerequisite: ENGL 101; or ENGL 105 with a grade of "C" or better, or equivalent, or W6/R6.</p> <p>This is a course in sentence stylistics beyond the level of English 101 and English 105. The course focuses on the intensive development of skills in analysis and application of linguistic and rhetorical principles. It stresses the interconnections among grammatical design, content, and purpose. Students move beyond basic correctness to sophisticated aspects of sentence patterning in order to achieve clarity and force in written expression. Assignments require a total of at least 8,000 words of graded writing. This course is intended for transfer students, those who desire to write and/or speak as effectively as possible in their academic work and/or career, and those with a special interest in language and linguistics.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b>  Change course description.  <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2003</p>
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**Geography (GEOG)**

<p><b>104 World Regional Geography</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>  Advisory: ENGL 101; or ENGL 105 with a grade of "C" or better, or equivalent, or W6/R6.</p> <p>This course provides a critical survey of the physical, political, and economic characteristics of the major geographical regions of the world. The regions examined are Europe, North America, Latin American, Africa, Asia, Australia, and the Pacific Rim. Analysis of concepts such as spatial distribution of particular phenomena, factors that change regions, and human and environment interactions are explored. This course is designed to serve as an elective in the social sciences as part of a general education requirement for transfer students.</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b>  Activate at City. <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Spring 2003</p>
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**APPROVED**

**Actions Taken**

<p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education; IGETC UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	
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**History (HIST)**

<p><b>121 Asian Civilizations in Modern Times</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: ENGL 051 and ENGL 056, each with a grade of "C" or better, or equivalent, or W5/R5.</p> <p>This course examines the evolution of the distinct cultures, thought, and institutions in East, South, and Southeast Asia from the sixteenth century to the present through critical investigations into the impact of modernization on the political, social, economic, and cultural dimensions of these societies. Emphasis is placed on topics such as the first encounters with Western powers, the evolution of Western imperialism, the rise of nationalist movements and independent nation states, and their evolution and progress to the present.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b>          Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p>Distance education at City. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> City</p> <p><b>Dist. Ed Proposed For College(s):</b> City</p> <p><b>Effective:</b> Spring 2003</p>
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**Journalism (JOUR)**

<p><b>210A Journalism Workshop I</b>  <b>6.00 - 9.00 hours lab, 2.00 - 3.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>          Advisory: ENGL 051 and ENGL 056, each with a grade of "C" or better, or equivalent, or W5/R5.</p> <p>This course is designed to provide experience in the production and publication of a student newspaper. Emphasis is placed on helping beginning students gain experience in the gathering and writing of news and features. Students at this level learn the basic principles of reporting, news writing, copy editing, photography, and newspaper design and layout. Assignments focus on routine stories, and may include editorials or features such as profiles. Copy editing is limited to reading for technical errors. This class is designed for students with an interest in print media and provides instruction in the journalistic process on an entry level. Skills developed in this course include research techniques and the evaluation and analysis of information.</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b>          Change course title. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> Mesa</p>
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\* Requires Board of Trustees approval prior to implementation.

**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p>Students are guided by ongoing advice, criticism, and evaluation from a faculty adviser. Students enrolled in the course for 2 units are expected to participate in the production of the student newspaper for at least 6 hours per week, while students enrolled for 3 units are expected to participate at least 9 hours per week and contribute more extensively to the layout and/or production of the paper.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Effective:</b> Fall 2003</p> <p><b>Note: See <i>Program Impact Report</i> for awards affected by course title change.</b></p>
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**Latin (LATI)**

<p><b>102 Second Course in Latin</b>  <b>5.00 hours lecture, 5.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>          Prerequisite: LATI 101 with a grade of "C" or better, or equivalent.          Advisory: ENGL 056 with a grade of "C" or better, or equivalent, or R5 and LATI 296 with a grade of "C" or better, or equivalent.</p> <p>This is a continuation of Latin 101. In this course, students study classical Latin grammar, syntax and pronunciation at the novice-mid level. A special emphasis is placed on classical Latin culture as well. Translations from Latin to English and English to Latin. Additional language structures and vocabulary are examined and explored in the target language. This course is intended for students interested in language study and linguistics, and meets general education requirements in the humanities.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education; IGETC UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b></p> <p>Add advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline <i>Approved</i>.</p> <p>Propose for IGETC, Area 3, <i>Arts and Humanities-Humanities. Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2003</p>
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**Legal Assistant (LEGL)**

<p><b>*100A Introduction to Paralegalism</b>  <b>1.00 hours lecture, 1.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Limitation on Enrollment: This course is not open to students with previous credit for LEGL 100 or ADJU 105 or BUSE 180</p> <p>Students entering the legal assistant program learn about the paralegal's role in the work place and legal system. Topics include the following: introduction to the professional associations, history of the profession, regulation and licensing of paralegals, legal ethics, an overview of the</p>	<p><b>Offered At:</b> None</p> <p><b>Action(s) Proposed:</b>          New course. <i>Approved</i></p> <p>Limitation on enrollment. <i>Approved</i></p> <p>Distance education at City and Miramar. <i>Approved</i></p> <p><b>Proposed For College(s):</b> City,</p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p>court structure, legal terminology, legal analysis, and an introduction to the legal specialties offered in the program.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p>Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Summer 2003</p>
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**Legal Assistant (LEGL)**

<p><b>*100B Legal Procedures</b>  <b>2.00 hours lecture, 2.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: LEGL 100A with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for LEGL 100 or ADJU 105 or BUSE 180 .</p> <p>This course provides an overview of various legal specialties offered under the legal assistant program and the job functions performed in them. Topics include an introduction to the litigation process, bankruptcy, family law, contract law, corporate law, estates, trusts and wills, federal court practices and procedures, legal communications, and legal research. Student's also learn specialized legal terminology.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> None</p> <p><b>Action(s) Proposed:</b>          New course. <i>Approved</i></p> <p>Advisory. <i>Approved</i></p> <p>Distance education at City and Miramar. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> Miramar, City</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Summer 2003</p>
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**Legal Assistant (LEGL)**

<p><b>105 Legal Research</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: LEGL 100B with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for ADJU 107 or BUSE 181</p> <p>This core course introduces students to the basics of legal research. Students receive an overview of the types of research methods used, the primary and secondary sources available, an understanding of official and unofficial opinions, a review of binding and persuasive authority, the Shepards system of validating cases and statutes, use of internet research, and an introduction to Lexis-Nexis, an online legal research system.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p>	<p><b>Offered At:</b> City, Miramar</p> <p><b>Action(s) Proposed:</b>          Change advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline.</p> <p>Distance education at City and Miramar. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Miramar</p>
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\* Requires Board of Trustees approval prior to implementation.

**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**Legal Assistant (LEGL)**

<p><b>110 Legal Writing &amp; Communications</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: Completion of or concurrent enrollment in LEGL 105 with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for ADJU 108 or BUSE 182 .</p> <p>This core course covers legal writing and oral communications. Students receive a thorough examination of case analysis, legal reasoning, brief writing, legal memoranda, reports, and correspondence. They also develop interpersonal skills and learn how to interface with clients.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Miramar</p> <p><b>Action(s) Proposed:</b></p> <p>Change course title. <i>Approved</i></p> <p>Change advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Note: See Program Impact Report for awards affected by course title change.</b></p> <p><b>Proposal Actions:</b> Integrated course outline, Integrated course outline, Title</p> <p><b>Proposed For College(s):</b> City, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p> <p><b>Note: See Program Impact Report for awards affected by course title change.</b></p>
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**Legal Assistant (LEGL)**

<p><b>115 Civil Litigation I</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: Completion of or concurrent enrollment in LEGL 105 or LEGL 110 with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for ADJU 109 OR BUSE 183</p> <p>This core class introduces paralegal students to the civil litigation</p>	<p><b>Offered At:</b> City, Miramar</p> <p><b>Action(s) Proposed:</b></p> <p>Change advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p>Distance education at City and</p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p>process. Students learn, analyze, and examine the basic principles of civil procedures as applicable to jurisdiction, venue, and preparation of pleadings in an action by both plaintiffs and defendants in the California court system.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p>Miramar. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**Legal Assistant (LEGL)**

<p><b>120 Civil Litigation II</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: LEGL 115 with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for ADJU 110 or BUSE 184</p> <p>This core course continues the study of the litigation process. Students utilize the exercises and legal documents prepared in Legal Assistant 115. Students receive an in-depth analysis of the rules of discovery which is the fact-finding portion of the litigation proceedings, the course emphasizes research and writing as they relate to the process of trial and settlement preparation.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Miramar</p> <p><b>Action(s) Proposed:</b>          Change advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p>Distance education at City and Miramar. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**Legal Assistant (LEGL)**

<p><b>140 Law Office Management</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: Completion of or concurrent enrollment in LEGL 100B with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for ADJU 111 or BUSE 185</p> <p>This course introduces a legal specialty elective in the Legal Assistant program. Students study systems and procedures for administration and management of a law office. Course emphasizes file management,</p>	<p><b>Offered At:</b> City, Miramar</p> <p><b>Action(s) Proposed:</b>          Change advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p>Distance education at City and Miramar. <i>Approved</i></p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p>personnel issues, law library maintenance, computer systems, ordering supplies, financial analysis and billing, risk management, and legal ethics.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Proposed For College(s):</b> City, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**Legal Assistant (LEGL)**

<p><b>145 Federal Court Practices and Procedures</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: LEGL 105 with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for ADJU 112 or BUSE 186</p> <p>Students learn about federal court practices including criminal, civil, bankruptcy, and appellate procedures. The course emphasizes rules of practice to help students develop the skills legal assistants utilize in law offices.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Miramar</p> <p><b>Action(s) Proposed:</b>          Change advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p>Distance education at City and Miramar. <i>Approved</i></p> <p><b>Proposed For College(s):</b>          Miramar, City</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**Legal Assistant (LEGL)**

<p><b>165 Family Law</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: Completion of or concurrent enrollment in LEGL 100B with a grade of "C" or better, or equivalent.          Limitation on Enrollment: This course is not open to students with previous credit for BUSE 265, Family Law.</p> <p>This course presents a legal specialty option in the Legal Assistant program. The family law course provides legal assistants exposure to domestic relations law and its application to family situations. The course encompasses formation of the marital relationship, dissolution, child custody and support, adoption, abortion, paternity, and domestic violence.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p>	<p><b>Offered At:</b> City, Miramar</p> <p><b>Action(s) Proposed:</b>          Change advisory. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p>Distance education at City and Miramar. <i>Approved</i></p> <p><b>Proposed For College(s):</b> City, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For</b></p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

<p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**Legal Assistant (LEGL)**

<p><b>*200 Elder Law</b>  <b>3.00 hours lecture, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>          Advisory: LEGL 105 or LEGL 110 with a grade of "C" or better, or equivalent.</p> <p>This specialty elective in the Legal Assistant program focuses on legal topics that affect older people. These topics include financial and estate planning, health care, personal planning and protection, and consumer protection. This course benefits students seeking employment in law firms handling elder law and senior care housing facilities.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b>          New course. <i>Approved</i></p> <p>Advisory. <i>Approved</i></p> <p>Distance education at City and Miramar. <i>Approved</i></p> <p><b>Proposed For College(s):</b>          Miramar, City</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> City, Miramar</p> <p><b>Effective:</b> Fall 2003</p>
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**Physics (PHYS)**

<p><b>124B General Physics</b>  <b>3.00 hours lecture, 3.00 hours lab, 4.00 units</b>  <b>Letter Grade, Student may petition for Credit/No Credit</b></p> <p><b>REQUISITES:</b>          Prerequisite: PHYS 124A with a grade of "C" or better, or equivalent.          Corequisite: PHYS 125B.          Limitation on Enrollment: This course is not open to students with previous credit for PHYS 120B or 121B</p> <p>This course is the second in a two-part, introductory survey of the concepts and principles of physics. Major topics are electricity, magnetism, light and modern physics. This course is intended for students taking liberal arts and/or pre-professional courses that do not require Physics with calculus.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and private colleges and universities. CSU General Education; IGETC UC Transfer Course List :Physics (PHYS) 120A,B, 121A,B and 124A,B and 195A,B,C combined: maximum credit, one series (per catalog) deduct credit for duplication of topics.</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b>          Change limitation on enrollment. <i>Approved</i></p> <p>Change course description. <i>Approved</i></p> <p>Integrate outline. <i>Approved</i></p> <p><b>Proposal Actions:</b> Integrated course outline</p> <p><b>Proposed For College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2003</p>
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**Curriculum Instructional Council, February 27, 2003**

**APPROVED**

**Actions Taken**

CAN DATA: None	
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